

# United Kingdom Passport Application

## \* Notes for FORM C1

**Please keep these Notes until you receive your passport**

### **Note 1 - Birth after 31 December 1982 in the United Kingdom**

Tick "Yes" if you were born after 31 December 1982 in the United Kingdom.

Because birth in the United Kingdom after 31 December 1982 does not automatically confer British citizenship, additional information is required to establish your national status under the provisions of the British Nationality Act 1981, which came into effect on 1 January 1983. Section 2 should therefore be completed if you were born after 31 December 1982.

Section 2 need not be completed if you obtained your citizenship by registration or naturalisation from the Immigration and Nationality Directorate of the Home Office in the United Kingdom.

### **Note 2**

Section 3 should be filled in if you became a British subject or citizen of the United Kingdom and Colonies by naturalisation or registration before 1 January 1983, or if you have become a British citizen, British Dependent Territories citizen, British Overseas citizen, British protected person or British subject by naturalisation or registration on or after that date. You should forward your citizenship document(s) with the completed form.

### **Note 3**

Section 4 should be filled in if you were born outside England, Scotland, Wales and Northern Ireland. But it need not be filled in if you became a British subject, citizen of the United Kingdom and Colonies, British citizen, British Dependent Territories citizen, or British Overseas citizen by naturalisation or by registration at the Home Office, London.

If you were born in a foreign country, in the Republic of Ireland, or in a part of the Commonwealth other than a place which is still a dependent territory you may be able to claim British citizenship, British Dependent Territories citizenship or British Overseas citizenship through your father if he was a British subject and citizen of the United Kingdom and Colonies. But if your father also was born outside England, Scotland, Wales and Northern Ireland, you should give in section 8 the town, country and date of birth, or claim to British nationality of your paternal grandfather (your father's father) in case you have a claim to British nationality by descent from him (although this situation is rare).

### **Note 4**

Part A should be filled in unless you are returning a standard British passport which was issued in your present name and you were not born outside England, Scotland, Wales and Northern Ireland.

If you have been married more than once, details of any previous marriage(s) – i.e. former husband's full names, his nationality, his town, country and date of birth, date of marriage, date of divorce (if applicable), date of former husband's death (if applicable) – should be given in section 5a.

Part B should also be filled in if your husband was born outside England, Scotland, Wales and Northern Ireland, and if his father was born outside England, Scotland, Wales and Northern Ireland, the town, country and date of birth or claim to British nationality of your husband's paternal grandfather (his father's father) should be given in section 5b.

### **Note 5**

Please give as much information as you can. A new passport can be issued only after extensive enquiries.

### **Note 6**

Section 10 should be filled in and signed by a parent if the applicant is under 18 years of age, except where the applicant is married, (in which case the marriage certificate should be produced) or is enlisted in HM Forces. If the parent is not available to sign the form, he/she must write a letter of consent. The letter should be sent in with the application. If the applicant is illegitimate, consent should be given by the mother.

### **Note 7**

When you have completed the form, section 12 should be completed and signed by a British citizen, or other Commonwealth citizen, who has known you personally for at least two years and who is a Member of Parliament, Justice of the Peace, Minister of Religion, Bank Officer, Established Civil Servant, professionally qualified person, e.g. Lawyer, Engineer, Doctor, School Teacher, Police Officer or a person of similar standing.

If you do not know a British citizen or other Commonwealth citizen locally with these qualifications, the form may be completed and signed by a citizen of the country in which you are residing, provided he/she has a similar standing in that country and the Consul considers his/her signature to be acceptable. A member of your family should not countersign. **(See also note 11, 'Photographs'.)** In certain cases you may be asked to produce further documentary evidence of identity.

Note 8

A standard United Kingdom passport of 32 pages is adequate for most travellers and is valid for 10 years.

However, a passport of 48 pages is available for people who travel frequently and quickly fill the visa pages of a standard passport. This passport is also valid for a maximum of 10 years.

When you apply for a new passport, you must give up any previous passport for cancellation. A new passport may not be post-dated to the date of expiry of a previous passport.

Note 9

DOCUMENTS TO BE PRODUCED

Photocopies of birth, marriage or naturalisation certificates or registration documents are NOT acceptable for passport purposes.

These tables show which documents you should produce with your application. Please read all the sections that apply to you and make sure that you submit the right documents.

Documents are not normally needed if you are surrendering an unrestricted British passport issued after 1 January 1983 and all the details are the same.

Because birth in the United Kingdom after 31 December 1982 does not automatically confer British citizenship, in some cases you may be asked for additional information and documentation to establish national status under the provisions of the British Nationality Act 1981 which came into effect on 1 January 1983.

TABLE 1

BIRTH OR ADOPTION BEFORE 1 JANUARY 1983

A. If you were born in England, Scotland, Wales, Northern Ireland, the Channel Islands, the Isle of Man or a place which is still a Dependent Territory.

All applicants

Full birth or adoption certificate. If in doubt, read note i, 'Birth certificate'

Women who are or have been married and married men under 18

Marriage certificate or divorce documents showing details of the marriage. If in doubt, read note ii, 'Marriage certificate'

B. If you were born outside England, Scotland, Wales, Northern Ireland, the Channel Islands, the Isle of Man, and a place which is still a Dependent Territory, of a father who was a British subject and citizen of the United Kingdom and Colonies, and who became, or but for his death would have become, a British citizen, a British Dependent Territories citizen or a British Overseas citizen under the provisions of the British Nationality Act 1981, OR if you were born before 1 January 1949 in a Protectorate, Protected State or Trust Territory of a British father.

All applicants

Consular birth certificate and evidence of father's citizenship of the United Kingdom and Colonies if this is not shown on the consular birth certificate (see note i) OR

Full local or High Commission or Forces birth certificate showing parents' names; parents' marriage certificate, and father's birth certificate, naturalisation or registration document, or other evidence of father's national status (see note i).

Women who are or have been married and married men under 18

Marriage certificate or divorce documents showing details of the marriage. Evidence of termination of previous marriage if either parent has been married before (see note ii).

C. If you are a British subject, a British citizen, a British Dependent Territories citizen, a British Overseas citizen or citizen of the United Kingdom and Colonies by naturalisation or registration.

All applicants

Documents of naturalisation or registration.

Women who are or have been married and married men under 18

Marriage certificate or divorce documents showing details of the marriage (see note ii).

D. If you were a British subject before 1st January 1949, through your own or your father's birth or naturalisation in British India or in the Republic of Ireland and have remained a British subject.

All applicants

Documentary evidence of your birth or naturalisation in British India or in the Republic of Ireland or documentary evidence of legitimate descent from a father born or naturalised in those territories (see note i).

Women who are married or have been married

Marriage certificate showing details of the marriage (see note ii).

- E.** If you were born outside England, Scotland, Wales, Northern Ireland, the Channel Islands, the Isle of Man, and a place which is still a Dependent Territory, and you acquired citizenship of the United Kingdom and Colonies by adoption in the United Kingdom between 1st January 1950 and 31 December 1982, inclusive.

**Adoption overseas does NOT by itself confer British nationality.**

If adopted outside the United Kingdom or a place which is still a dependent territory, you should state the place and date of adoption, and nationality of adoptive parents, in section 8 or consult the nearest British Embassy/Consulate/High Commission.

**All applicants**

**Full** adoption certificate showing names of adoptive parent(s) and documentary evidence that the adoptive parent was a British subject and citizen of the United Kingdom and Colonies (**see note i**).

**Women who are or have been married and married men under 18**  
Marriage certificate showing details of the marriage (**see note ii**).

- F.** If you acquired British nationality by marriage before 1st January 1949

**All applicants**

Birth certificate (or previous standard blue British passport). Marriage certificate showing details of the marriage. Documents establishing your husband's (or former husband's) nationality as at a, b, c or d above (**see note ii**).

**TABLE 2**

**If name has been changed otherwise than by marriage or adoption**

Documents as in Table 1 AND

Documentary evidence (e.g. deed poll, statutory declaration) that your name has been changed for all purposes.

**Note i. Birth certificate**

If you were born in England or Wales you can obtain a birth certificate from the General Register Office, Smedley Hydro, Trafalgar Road, Birkdale, Southport, Merseyside, PR8 2HH. The despatch of certificates may be expedited if when you write you state full particulars of yourself, date and place of birth (full address) and full names of parents including mother's maiden name.

For births which occurred in Scotland, Northern Ireland or the Irish Republic you can apply respectively to the Registrar-General, New Register House, Edinburgh EH1 3YT; the Registrar-General, Oxford House, 49-55 Chichester Street, Belfast BT1 4HL; the Registrar-General, Joyce House, 8-11 Lombard Street East, Dublin 2.

Postal applications for certificates from the Adopted Children Register (from 1 January 1927) should be addressed to the General Register Office, Smedley Hydro, Trafalgar Road, Birkdale, Southport, Merseyside, PR8 2HH, with the envelope marked clearly for the adoption section.

For children adopted in Scotland, copies of certificates from the Adopted Children Registrar are obtainable only from New Register House.

For children adopted in Northern Ireland or the Republic of Ireland you can apply respectively to the Registrar-General, Oxford House, 49-55 Chichester Street, Belfast BT1, or the Registrar-General, Joyce House, 8-11 Lombard Street East, Dublin 2.

**Note ii. Marriage certificate**

A married (or widowed, or divorced woman) applying for a separate passport is not normally required to produce her marriage certificate if she is surrendering her previous United Kingdom Passport in the same married name, or if she can produce a previous United Kingdom family passport in the same name.

**Note 10**

**Fee**

The fee for a United Kingdom Passport is payable in local currency at the time of the application.

**Note 11**

**Photographs**

Please send two identical copies of a RECENT photograph of yourself.

The photographs should be in colour and taken full face without a hat, and must have a white background. The size should be 45 mm by 35 mm (1.77 inches by 1.38 inches). They should be printed on normal thin photographic paper and be unmounted.

The person who countersigns your application (**see note 7**) should also write on the back of ONE photograph the words 'I certify that this is a true likeness of ...' and add his/her signature and the date.

**Note 12**

**How to submit your application**

Wherever possible please submit your application at least four weeks before you need your passport.

**Having filled in and signed the form, please complete the checklist on the back of the form.**

## British Nationality Act 1981

The British Nationality Act 1981 created three new citizenship categories to take the place of citizenship of the United Kingdom and Colonies. These are:-

- A.** British citizenship for those persons with a close connection with the United Kingdom;
- B.** British Dependent Territories citizenship for those persons with a close connection with a British Dependent Territory; and
- C.** British Overseas citizenship for those citizens of the United Kingdom and Colonies who have no close connection with the United Kingdom or an existing British Dependent Territory.

From 1 January 1983 no endorsement about immigration status is necessary on passports issued to British citizens as they are automatically exempt from United Kingdom immigration control and have the right to take up employment or to establish themselves in business or other self-employed activity in another member state of the European Union.\*†

However, it will continue to be necessary to determine the immigration status under the Immigration Act 1971 of all applicants for passports. Citizens of the United Kingdom and Colonies born before 1 January 1983 will normally have become British citizens if they had the right of abode in the United Kingdom. Passports issued to British Overseas citizens, British subjects or British protected persons will continue to be endorsed to show their immigration status under that act. British subjects, with a parent born in Southern Ireland before 31 March 1922, also have the right of abode in the United Kingdom. Their passports will continue to bear the endorsement "Holder has the right of abode in the United Kingdom" and this endorsement will secure for the holders the right to benefit from the EU provisions relating to the free movement of persons.

### If

- A.** you or your father†: were born in England, Scotland, Wales, Northern Ireland, the Channel Islands‡ or the Isle of Man‡, or before 31 March, 1922 in Southern Ireland, or
- B.** you or your father†: were naturalised in England, Scotland, Wales, Northern Ireland, the Channel Islands‡ or the Isle of Man‡, or before 31 March, 1922 in Southern Ireland, or
- C.** you or your father†: became a citizen of the United Kingdom and Colonies by adoption or registration§ in England, Scotland, Wales, Northern Ireland, the Channel Islands‡ or the Isle of Man‡.

Your immigration status will be apparent from the passport application and no separate action is necessary, although in certain circumstances you may be asked for additional information in order to determine that status. If you do not fall within the categories mentioned above, please ask for an additional form and submit it with the application.

## Footnotes

\*The relevant Member States of the EU are AUSTRIA, BELGIUM, DENMARK, FINLAND, FRANCE, GERMANY, GREECE, IRISH REPUBLIC, ITALY, LUXEMBOURG, NETHERLANDS, PORTUGAL, SPAIN and SWEDEN.

†"Father" does not for this purpose include the father of an illegitimate child.

‡The EU provisions relating to the free movement of labour and the right of establishment do not apply to Channel Islanders and Manxmen unless they can show that they have a close connection with the United Kingdom itself through birth, descent, adoption, naturalisation, registration or residence. They may, therefore, be asked for information to determine whether such a connection exists, where it does not the passport will be endorsed to the effect that the holder is not entitled to benefit from EU provisions relating to employment or establishment.

§ Acquisition of citizenship of the United Kingdom and Colonies by registration:

- A.** includes registration by a United Kingdom High Commissioner in a Commonwealth country except the registration of a minor effected after 27 October, 1971.
- B.** does not include registration in a territory which was at the time a colony, protectorate, protected state or United Kingdom trust territory.
- C.** does not include registration of a woman by virtue of marriage to a citizen of the United Kingdom and Colonies where the marriage took place after 27 October, 1971.